



STATE OF NEW JERSEY

1-888-486-3339 ext. 5064 (in state)

1-609-292-6500 ext. 5064 (out of state)

IE

Improper Evidence of Ownership Procedure

This procedure is for vehicles/vessels obtained without proper evidence of ownership. **Each case is handled on an individual basis and additional documents may be required.** This procedure applies to New Jersey residents only.

The following documents must be mailed to the address on the reverse side for processing:

Completed: Please use the below check boxes as a guide to show which steps are completed.

1

Proof of ownership / lienholder information must be furnished by the New Jersey MVC. Lien Search Application (DO-22) with a \$15 check or money order is required to be submitted to this office. If there is no record in New Jersey, we require a certified title search from the known state as well as certified searches from the five states that surround New Jersey; New York, Delaware, Pennsylvania, Connecticut and Maryland

STOP HERE: Once step 1 has been completed, please mail the DO-22 form to Po Box 146 Trenton NJ 08666. **DO NOT CONTINUE** until you receive the title/lien search information back from the NJ Motor Vehicle Commission. Once a response is received, you may continue to follow the remainder of this procedure in the outlined order.

2

Emergency Application for Vehicle Title (OS/SS-150), fully completed and notarized, is required to be submitted to this office. Include a daytime telephone number on this form. (Application enclosed)

3

Original Certified Affidavit of Newspaper Publication is required to be submitted to this office. (See enclosed sample publication OS/SS-153)

4

Publication notice sent to the local police department in the municipality in which you reside. Notice must be sent by Certified Mail, Return Receipt Requested. The original signed receipt must be provided to this office.

5

Notice of Intent to Obtain Title (OS/SS-145) must be sent by Certified Mail, Return Receipt Requested to the owner and lienholder (if applicable) stating your intent to obtain title through New Jersey MVC. A copy of the notice and the original signed return receipt(s) are required to be submitted to this office. If the certified notice is unclaimed or undeliverable, the notice must then be sent by regular mail.

Important Note for Steps 4 & 5: Regarding steps 4 & 5, if any notice(s) are returned as undeliverable, the original unopened, undelivered envelope(s) with U.S. Postal Service notation showing the reason(s) for non-delivery is required to be submitted to this office. Photocopies are not acceptable.

6

Original evidence of purchase (title, bill of sale, invoice, etc.) which describes the vehicle/vessel by year, make and complete vehicle/hull identification number is required to be submitted to this office.

7

Original notarized statements from three disinterested parties stating that they have seen the vehicle/vessel in your possession is required to be submitted to this office. Statement must include a complete description of the vehicle/vessel, the vehicle/hull identification number, the approximate date possession was first witnessed and that vehicle/vessel has remained in your possession since that time. Must be a separate notarized statement for each disinterested party.

8

Pencil tracing or photograph of VIN (vehicle identification number) from the VIN plate is required to be submitted to this office. If you are unable to obtain a pencil tracing or photograph of the vehicle/hull identification number, due to the position of the VIN/HIN plate, include a notarized statement explaining the circumstances. Also state that you physically examined the vehicle/vessel and provide the vehicle/hull identification number shown on the VIN/HIN plate.

9

Four photos of the vehicle are required (Front, back, passenger and driver side)

10

Application for Certificate of Ownership (OS/SS-7) fully completed. For vessels, the completed Application for Certificate of Vessel or Hull Ownership (OS/SS-27) is required to be submitted to this office. If New Jersey licensed dealer, the sales tax stamp on back of application for title (OS/SS-7 or OS/SS-27). Individuals will complete sales tax on the front of the application.

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A check or money order in the amount of \$60.00 made payable to "NJMVC" for the title fee is required (\$85.00 fee is required if there is a lien). 7% Sales tax of the purchase price of the vehicle is also required to be submitted to this office. There will be a \$25 penalty fee, in addition to the title fee, if the vehicle is not titled within 10 days of the date of sale only if the original state of record is New Jersey. One check or money order may be submitted for title and sales tax fees.

12

Buyer's Certification (OS/SS-94) from applicant that the vehicle/vessel is for personal use only and not for resale, or that applicant is a licensed New Jersey dealer is required to be submitted to this office.

*****Any vessel's 12 feet and under or trailer's weighing less than 2,500 lbs empty are considered non-titled in the State of New Jersey. To ensure all fees are collected properly, please include a blank check to cover all taxes and registration costs. Please enclose the attached BA-49 for all trailers or The Application for Boat Registration for all Vessels.*****

**After making copies for your records,
mail required (original) documentation to:**

NJ Motor Vehicle Commission
Special Title/Foreign Title Unit
225 East State Street
P.O. Box 017
Trenton, New Jersey 08666-0017